

DEPARTMENT OF PLANNING AND NEIGHBORHOOD DEVELOPMENT

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BUILDING SAFETY OFFICE

David C. Hollister, Mayor

REQUIREMENTS FOR HOMEOWNERS TO SECURE A PERMIT TO INSTALL THEIR OWN ELECTRICAL SERVICE

- 1.) The Homeowner must bring a wiring diagram of the proposed electrical service to include the following:
 - (A.) A side elevation of the house showing meter socket, conduit, weather head, point of attachment, height of the meter socket and installation of the ground rods.
 - (B.) Show conduit size, service entrance conductor size, color-coding of neutral conductor, grounding conductor size and type of insulation on service entrance conductors.
 - (C.) A drawing of the distribution panel to include:
 - All grounding and bonding
 - The termination of all conductors: service entrance conductors, grounding conductors and branch circuit conductors
- 2.) The Homeowner must bring a service spot from the Board of Water & Light. Phone: 702-6320.
- 3.) The Homeowner must bring the service order number, which the Board of Water and Light Customer Service will issue. Phone: 702-6006.
- 4.) The Homeowner is responsible for scheduling disconnection and re-connection of the service drops from utility.
- 5.) The Homeowner must complete the work in a timely manner to satisfy the utility so as to get re-connected the same day.
- 6.) An inspection is required before the Board of Water & Light will come out and re-connect the service drops.